

FREDERICK COUNTY GOVERNMENT DIVISION OF FINANCE

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October 29, 2013

RFP No. 14-047 Towing Services for Law Enforcement Addendum No. 1

This addendum contains revisions, clarifications, and information pertinent to the Request for Proposals (RFP) for the referenced project and shall supplement, amend, and become part of the RFP for the title project and contract. All proposals shall be based on this Addendum, in accordance with the RFP documents.

Acknowledgment of this addendum shall be submitted with the Proposal Form, including addendum number and date. Failure to acknowledge addendum may subject the contractor to disqualification.

Proposals shall be received until 2:00 P.M. local time, November 4, 2013.

CHANGES:

Except as noted herein, all terms and conditions of the document referenced, as heretofore changed, remain unchanged and in full force and effect.

- 1. Document C, Paragraph 2.2.18.2, change to read as follows: Violations of this requirement will begin with a Level 3 Offense in accordance with Paragraph 2.3.26.
- Attachment 9, 2014 Towing & Storage Fees, delete in its entirety and replace with the attached Attachment 9, REVISED 2014 Towing & Storage Fees.

QUESTIONS AND ANSWERS:

Questions Received After Pre-Proposal Conference and Answers:

- Question: Explain the purpose of section 2.2.3.2 which states contractors should have staff available at their lot office during regular business hours?
 - Answer: Citizens claiming vehicles must have access to retrieve their cars during normal business hours.
- Question: Can we man the lot only when Law Enforcement vehicles are present on the lot?
 Answer: No, a staff member must be available during regular business hours.

- 3. **Question:** In regards to Paragraph 2.2.6, is it possible to respond if the company only has only two trucks? **Answer:** All responses will be considered.
- 4. Question: Can a Contractor take an entire accident (more than one vehicle)? Answer: If a tow company is contacted by ECC to handle a multiple vehicle accident, the Contractor may determine whether it has enough trucks and personnel to handle all vehicles involved and must notify ECC dispatch if they are unable to do so. If the Contractor cannot supply all trucks necessary within the 35 minute required timeframe, ECC will contact the next Contractor on the list to supplement the efforts of the first Contractor contacted.
- Question: What agency will do the routine inspections? Also, what agency will do the enforcement of the contracts?
 Answer: FCSO will perform inspections. DP&C manages the contract.
- 6. Question: Why are the terms "Trooper" and "State Police" referenced? Answer: Both terms were utilized for specificity. The term "trooper" was utilized in Document C, Paragraph 2.2.24.6 as an example. Maryland State Police were referenced in Document C, Paragraph 2.2.9.1 and in Document D, Paragraph 2.2.1 in reference to their Weigh Station Inspections, and again in Attachment 10, Application, Part IV for its Class of Vehicle designation.
- 7. Question: What does section 2.2.26.4 refer to when it states "...an infraction with one (1) Law Enforcement agency affects the Contractor's status for all law enforcement tow lists"?

 Answer: Violations affect Law Enforcement, entities are defined in the RFP, and will affect Contractor status on the rotational tow list for all Law Enforcement.
- 8. <u>Question</u>: What if we need to utilize additional equipment not listed in the RFP? <u>Answer</u>: Only costs listed in Attachment 9, *REVISED 2014 Towing & Storage Fees* will be permitted.
- Question: Various questions regarding towing rates.
 Answer: All questions regarding towing rates have been addressed in Attachment 9, REVISED 2014 Towing & Storage Fees.

Karen M. Diduch, CPSM

Procurement Analyst III

Date

ATTACHMENT 9 - REVISED 2014 TOWING & STORAGE FEES

A. For vehicles 10,000 pounds and under

DESCRIPTION	Unit	REE
DISABLED VEHICLES	Per Occurrence/Per Vehicle	\$ 89
CRASHED VEHICLE	Per Occurrence/Per Vehicle	\$ 146
SECONDARY TOW	Per Occurrence/Per Vehicle	\$ 89
LEC to Lot		
STORAGE/ABANDONED	Per Occurrence/Per Vehicle	\$ 117
EVIDENCE/IMPOUND (to LEC)	Per Occurrence/Per Vehicle	\$ 107
No mileage assessed		
MILEAGE	Per Mile	\$4/Mile
 Not to exceed 30 miles round trip (to/from company storage lot) 		
 Only actual mileage from tow location to destination (other than company storage lot or impound tow) to be billed 		
DEBRIS CLEAN-UP	Per Crash	\$ 30
STANDBY/WAITING	Per Hour	\$ 70
Charged in 15 minute increments		
No fee for the first 15 minutes		
Supporting documentation required		
WINCHING	Per ½ Hour	\$ 44.50
Half hour minimum		:
• 15 minute increments after 1 st half-hour		
ROLLOVER	Per hour	\$ 175
One hour minimum		
15 minute increments after 1 st hour		
ROAD SERVICE (NON-TOW)	Per Occurrence	\$ 89
STORAGE	Per 24 hours or any part	\$ 53
 NO CHARGE – First 4 hours (24/7) 	thereof	
If picked up within 24 hours maximum charge \$53		
AFTER HOURS RELEASE FEE	Per Occurrence/Per Vehicle	\$ 54
 Monday-Friday, 5 PM – 8 AM 		
Weekends or Holidays		
ADMINISTRATIVE FEE	Per Occurrence/Per Vehicle	\$ 30
(Crashes & Impounds)		
SNOW EMERGENCY PLAN OR EXTREME WEATHER CONDITIONS	Per Occurrence/Per Vehicle	\$ 59
"GAS FEE" TO DISABLED VEHICLE		
(5 GAL @ \$6 PER GAL = \$30 + \$42 RUN FEE = \$72)	Per 5 Gal	\$ 72
(2 GAL @ \$6 PER GAL = \$12 + \$42 RUN FEE = \$54)	Per 2 Gal	\$ 54

B. For vehicles between 10,001 and 26,000 pounds

DESCRIPTION	Unit	FBE
ALL TOWING SERVICES INCLUDING RECOVERY	Per Hour	\$300.00
MILEAGE • No Charge for first 30 miles	Per Mile (in excess of 30 miles)	\$4.50
 Only actual mileage from tow location to destination (other than company storage lot or impound tow) to be billed 		
EXTRA TRUCK/ADDITIONAL EQUIPMENT	Each Per Hour	\$150.00
 STORAGE NO CHARGE – First 4 hours (24/7) If picked up within 24 hours maximum charge \$60 	Per 24 hours or any part thereof	\$ 60
AFTER HOURS RELEASE FEE Monday-Friday, 5 PM — 8 AM Weekends or Holidays	Per Occurrence/Per Vehicle	\$ 54

C. For vehicles 26,001 pounds and over

DESCRIPTION	Unit	PRE
ALL TOWING SERVICES INCLUIDING RECOVERY	Per Hour	\$450.00
MILEAGE No Charge for first 30 miles Only actual mileage from tow location to destination (other than company storage lot or impound tow) to be billed	Per Mile (in excess of 30 miles)	\$4.50
EXTRA TRUCK/ADDITIONAL EQUIPMENT	Each Per Hour	\$150.00
 STORAGE NO CHARGE – First 4 hours (24/7) If picked up within 24 hours maximum charge \$60 	Per 24 hours or any part thereof	\$ 60
AFTER HOURS RELEASE FEE Monday-Friday, 5 PM – 8 AM Weekends or Holidays	Per Occurrence/Per Vehicle	\$ 54

The undersigned acknowledges and accepts the 2014 Towing and Storage Fees:				
SIGNATURE:	_			
PRINT NAME OF SIGNATORY:	_			
PRINT TITLE OF SIGNATORY:	_			
COMPANY NAME:				